

SERVICE WORKER I

Class Definition

Under close supervision, performs a wide variety of unskilled manual occasional work in cleaning, setting up, and breaking down facilities for special events.

Distinguishing Characteristics

Service Worker I is the entry level class in the Service Worker series. A Service Worker I performs routine or repetitive manual labor relative to special events, or other work requiring limited experience or judgment. This class is distinguished from the higher level class of Service Worker II, in that the latter is more experienced and assumes higher level of responsibility in the work assigned.

Typical Tasks

(Any single position may not be assigned all duties listed, nor do the examples cover all duties which may be assigned).

Performs a wide variety of unskilled duties involving light or heavy manual labor in maintenance, construction, and custodial activities.

Assists in setting up and breaking down stages, displays, sets, stage equipment, chairs and tables, and related materials and equipment.

May transport City vehicles or materials. May wash, clean, load, and unload vehicles.

Uses appropriate tools and equipment for assigned duties, sweeps, mops, vacuums floors, cleans restrooms, washes windows and walls.

Performs other related duties as required.

Knowledge, Abilities, and Skills

Knowledge of common hand and power tools and equipment used in manual labor or general maintenance work.

Ability to perform light and heavy manual labor for extended periods, varying hours, and under unfavorable weather conditions.

Ability to follow verbal and written instructions.

Ability to work on an assigned schedule or route; and ability to work alone on assigned routine tasks.

Ability to read and write English at a level necessary to perform the duties assigned

Minimum Qualifications

No specific education and experience is required.

Necessary Special Requirements

Possession of a valid California Driver's License at time of appointment.

APPROVED: _____
Director of Personnel

DATE: _____

MR:DAJ/klm/02/16/83